

**SECRET**

DDA REGISTRY  
FILE: Equip & Supplies

DD/A 81-1305/3

6 JUL 1981

MEMORANDUM FOR: Comptroller

25X1 FROM:

[REDACTED]  
Executive Officer to the DDA

SUBJECT: Production and Distribution of Audio-Visual  
Material

REFERENCE: Your Memorandum, Same Subject, dated 19 June 1981  
(COMPT 81-0762)

1. As requested in the reference, the attachment provides information on the production and distribution of audio-visual material in the DDA.

2. One clarifying point should be made regarding the DDA response. As the support arm of the Agency, our activities in the area of audio-visual production and distribution, as expected, include a wide variety of Agency customers and applications. We have attempted to condense our description of that support while providing you with the necessary information.

3. If you have any questions please contact [REDACTED]  
STAT DDA Management Staff, extension [REDACTED]

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Attachment:  
As Stated

Upon removal of attachment  
treat as UNCLASSIFIED

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STAT DDA/MS/CA [REDACTED] (6 Jul 81)

Distribution:

Orig - Addressee

1 - JMR Chrono

~~1~~ - DDA Chrono

1 - DDA/MS Subject

1 - DDA/MS Chrono

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Production and Distribution of  
Audio-Visual Material  
in DDA

- a. What types of audio-visual material do you prepare or contract for?

35 mm slides, multimedia slide-audio productions, audiotapes, overhead transparencies, videotapes, maps, charts, graphs, and art cards.

A special category in material types belongs to the software/hardware combination in ODP which produces graphics on a variety of hardcopy and microfilm equipment.

- b. What are the general categories of subject matter of these presentations?

intelligence reporting and situation analysis, administrative aids, training aids (examples of subject areas include streetcraft and tradecraft skills, computer programming, equipment operation, maintenance and repair, and case studies for classes), briefing support (examples include repetitive security briefings) and copies of foreign television broadcasts.

- c. What audiences are these presentations intended for?

Specific DDA audiences include communicators and technicians, computer programmers, computer operators, students in various training courses.

General Agency audiences include all recipients of DDA support activities (security, safety and health, orientations).

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- d. What is in your component's FY 1982 budget for these audio-visual production and distribution activities?

OC    \$36,000 supplies, equipment  
      5,000 maintenance and repair

OTE   \$40,000 supplies, equipment

OL    \$33,000 contractual color film processing

ODP   \$25,000 rental of self-study courses  
      15,000 supplies and equipment  
      38,000 rental of software packages for  
              graphics support

- e. If you have major or notable productions planned for FY 1982, provide the subjects and the estimated cost to produce and distribute each.

No major productions planned.

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~~TOP SECRET~~

*Equip + Supplies*

DD/A 81-1305/1

22 JUN 1981

MEMORANDUM FOR: Director of Communications  
Director of Data Processing  
Director of Finance  
Director of Information Services  
Director of Logistics  
Acting Director of Medical Services  
Director of Security  
Director of Training & Education

25X1 FROM:

[REDACTED]

Acting Chief, Management Staff, DDA

SUBJECT: Production and Distribution of Audio-Visual  
Material

1. Attached is a request from the Agency Comptroller to provide his office with information about your office's activities involving the production and distribution of audio-visual materials. The information will eventually be forwarded to the House Intelligence Committee.

2. Please forward your response to this request to the DDA Management Staff by COB 2 July 1981. We will forward a consolidated DDA response to the Comptroller by 5 July 1981.

3. If you or your action officer have any questions, please call STAT me on extension [REDACTED]

[REDACTED]

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Attachment:  
As Stated

Upon removal of attachment  
treat as UNCLASSIFIED

[REDACTED]

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STAT DDA/MS/ [REDACTED] (22 Jun 81)

Distribution:

- 1 - Each addressee
- 1 - DDA Chrono
- 1 - DDA/MS Subject
- 1 - DDA/MS Chrono

DD/A Registry  
81-1305

19 JUN 1981

MEMORANDUM FOR: DDA/Management Staff ✓  
NFAC/Planning Management and Evaluation Staff  
DDS&T/Planning and Resources Staff

FROM: Maurice Lipton  
Comptroller

SUBJECT: Production and Distribution of Audio-Visual Material  
(U)

1. The House Committee on Government Operations is conducting "an inquiry into the production and distribution of audio-visual materials by Federal agencies." (See the attached letter to the DCI.) This office is preparing a response to their request for information to be passed to the Committee through the House Intelligence Committee. We plan in the response to explain, with some examples, the nature of our audio-visual production activities--training presentations, briefing aids, finished intelligence briefings, etc. We also will explain that these presentations are predominantly for internal Intelligence Community audiences and the national leadership. (U)

2. In the preparation of the response, we need the following information about activities in your area:

- a. What types of audio-visual material do you prepare or contract for (i.e., motion pictures, video tapes, slide shows, etc.)?
- b. What are the general categories of subject matter of these presentations?
- c. What audiences are these presentations intended?
- d. What is in your component's FY 1982 budget for these audio-visual production and distribution activities? (Please provide the contractual service amounts separate from the rest.)
- e. If you have major or notable productions planned for FY 1982, provide the subjects and the estimated cost to produce and distribute each. (C)

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3. Please provide us with the above information about your  
activities by 6 July 1981. If you have any questions, call [redacted]  
[redacted] on [redacted] (U)

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Maurice Lipton

Attachment:  
As Stated

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GLENN ENGLISH, OKLA., CHAIRMAN  
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Approved For Release 2005/12/14 : CIA-RDP84B00890R000200050008-5

THOMAS N. KINDNESS, OHIO  
JOHN N. ERLENBORN, ILL.  
WENDELL BAILEY, MO.

225-3741

NINETY-SEVENTH CONGRESS  
**Congress of the United States**  
**House of Representatives**

GOVERNMENT INFORMATION AND INDIVIDUAL RIGHTS  
SUBCOMMITTEE

OF THE

COMMITTEE ON GOVERNMENT OPERATIONS

RAYBURN HOUSE OFFICE BUILDING, ROOM B-349-B-C

WASHINGTON, D.C. 20515

Executive Registry

81-1453

81-0762

June 5, 1981

The Honorable William J. Casey  
Director  
Central Intelligence Agency  
Washington, D. C. 20505

Dear Mr. Casey:

As part of its oversight of the information activities of the Federal government, the Government Information and Individual Rights Subcommittee is initiating an inquiry into the production and distribution of audio-visual materials by Federal agencies. We request a detailed list of the budgeted or intended production and distribution of audio-visual materials (including motion pictures, video-tapes, film strips, slide shows or any related materials) by your agency or any of its components in Fiscal 1982. For each project, please supply a description of the production, its intended audience and use, its total cost, and a list of any previous production on the same or a directly related topic. Also, please provide a breakdown of the portion of total cost for each project allocated to agency expenses, contract payments, or grants. Finally, the budget item under which funds were appropriated for each project should be identified.

The Subcommittee would appreciate your response before July 15. Should you decide to add, delete, or modify projects after you forward your list to the Subcommittee, please inform us at the time of your decision. If you have any questions, contact Christopher Vizas, Subcommittee counsel, at 225-3741.

Cordially,

  
Glenn English  
Chairman

GE:cv:bm

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